



**DEFENSE LOGISTICS AGENCY**  
THE DEFENSE CONTRACT MANAGEMENT COMMAND  
8725 JOHN J. KINGMAN ROAD, SUITE 2533  
FT. BELVOIR, VIRGINIA 22060-6221

SEP | 91996

IN REPLY  
REFER TO AQOC

**MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT  
DISTRICTS**

**SUBJECT: Procurement Technical Assistance (PTA) Post Award Training Conference**

The purpose of this letter is to provide information concerning the 1996 DLA PTA Post Award Training Conference. The conference will be held in Gulfport, MS, October 21-25, 1996, and is intended primarily to provide PTA program-related training to recipients of PTA Cooperative Agreements. It also serves as a forum for discussion of PTA cooperative agreement administration issues, both between the Government and recipients, and among Government personnel. Information gained at this conference will be useful during postaward orientation conferences conducted by DCMC personnel with recipients of the cooperative agreements awarded in 1996. A copy of the proposed conference agenda is at Attachment 1.

The previous conferences were very informative and beneficial for the contract management personnel who participated. Accordingly, DCMC Districts are encouraged to send at least one representative each from the contract administration, financial services, and property administration functional specialties at the District level. We also recommend that at least one CAO in each District be represented by individuals currently administering PTA Cooperative Agreements. Individuals who attend from District offices should disseminate the information to other personnel administering PTA Cooperative Agreements within their District. There is no restriction on the number of individuals who may attend; however, only individuals administering PTA Cooperative Agreements should attend.

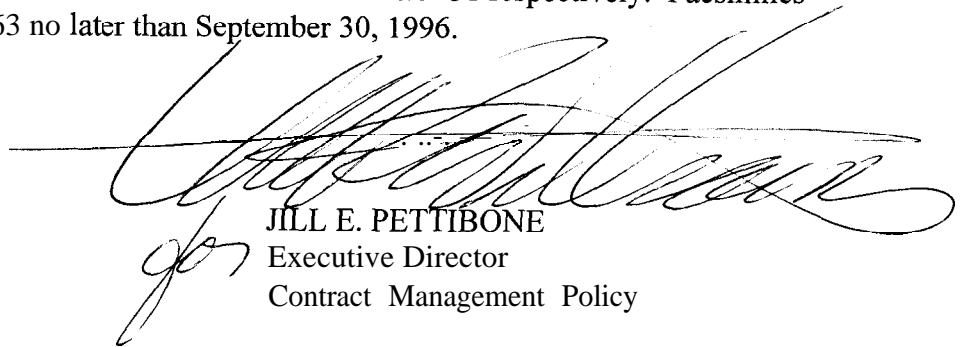
There will be a \$95 registration fee to attend the conference. Make checks payable to the Mississippi Contract Procurement Center, Inc., 1636 Popps Ferry Road, Suite 229, Biloxi, MS 39532. Individuals who will be attending should pre-register in accordance with the instructions on the pre-registration and preference form included in the Attachment 2.

Speakers attending the conference only to provide a presentation need not pay the registration fee. Speaker/attendees must make their own hotel reservations .

For hotel accommodations, call the Grand Casino Hotel at 1-800-354-2450. When calling this number, tell the operator it is for Gulfport, under the name Mississippi Contract Procurement Center, for October 20-25. The charge is \$80.00 per night or ask for a Government rate, if available.

If there are no vacancies at the Grand Casino, there is a Best Western Hotel across the street from the Grand Casino, which may have rooms available. The Best Western Hotel number is 1-800-748-8969.

We strongly encourage contract management personnel to submit topics for potential discussion during the DLA General Session,. Please forward ideas to William Boseker or Timothy Frank, AQOC at (703) 767-3446/3431 DSN 427-3446/3431 respectively. Facsimiles should be sent to (703) 767-2363 no later than September 30, 1996.



JILL E. PETTIBONE  
Executive Director  
Contract Management Policy

Attachments

POSTAWARD TRAINING CONFERENCE  
OCTOBER 21 - October 25, 1996

PROPOSED AGENDA

Monday (October 21, 1996)

7:00 - 8:00      Registration  
                    (Prefe-registration also available Sunday 4:00 PM to 7:00 PM)

8:00 - 9:00      Breakfast

9:00 - 10:15     **Welcome Remarks/Guest Speakers** (Mr. Baca)

10:15 - 10:30    Break

10:30 - 10:45    **Administrative Announcements** (Mr. Baca)

10:45 - 11:30    **General Session - Opening Remarks**  
                    **Mr. Lloyd C. Alderman**  
                    **Director**  
                    **Small & Disadvantaged Business Utilization**  
                    **HQ DLA, Fort Belvoir, VA**

11:30 - 1:00     Lunch

1:00 - 3:00      **FACNET, Centralized Contractor Registration**  
                    **and DoD EC Prototype Projects**  
                    **Ms. Delores "Dee" Smith**  
                    **Director, DoD Electronic Commerce Office**  
                    **DUSD(AR), Washington, DC**

3:00 - 3:30      Break

3:30 - 4:30      Overview - **Application Evaluation**  
                    **Mr. Sim Mitchell**  
                    **Program Manager, PTACAP**  
                    **HQ DLA, Fort Belvoir, VA**

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6:00 - 8:00      Reception with Cash Bar

Tuesday (October 22, 1996)

7:00 - 7:30	Continental Breakfast
8:00 - 9:00	TBA Mr. Michael Karp Regional Director ONRR, Atlanta, GA
9:00 - 10:00	Legislative Update Mr. Dan McGinty Staff Director, Congressional Affairs HQ DLA, Ft. Belvoir, VA
10:00 - 10:30	Break
10:30 - 11:30	Small Business Success Stories CAPT Felton "Jay" Miller Director of Acquisition ONR, Arlington, VA
11:30 - 1:00	Lunch
1:00 - 2:30	General Session - DLA
2:30 - 3:00	Break
3:00 - 4:30	General Session - DLA

Wednesday (October 23, 1996)

7:30 - 8:00 Continental Breakfast

8:00 - 8:50 **Concurrent Sessions:**

Track A: DPACS - Electronic Commerce  
Mr. John Christensen  
Chief, Procurement Systems & EC/EDI Team  
HQ DLA, Fort Belvoir, VA

Track B: Prime Vendor  
Mr. Keith Ford  
Chief, Food Services  
DPSC, Philadelphia, PA

9:00 - 9:50 **Concurrent Sessions:**

Track A: Virtual Prime Vendor  
Mr. Tom Neufer  
Business Process Reengineering Team  
HQ DLA, Fort Belvoir, VA

Track B: Electronic Mall  
Mr. Philip Church  
Business Process Reengineering Team  
HQ DLA, Fort Belvoir, VA

10:00 - 10:30 Break

10:30 - 11:20 **Concurrent Sessions:**

Track A: Micro Purchase Authority  
Mr. John Christensen  
Chief, Procurement Systems & EC/EDI Team  
HQ DLA, Fort Belvoir, VA

Track B: Electronic Commerce Resource Centers  
Our Mission  
Ms. Linda S. Stoudemayer  
ECRC - Lamar University  
Orange, TX

11:30 - 1:00 Lunch

1:00 - 1:50 **Concurrent Sessions:**

Track A: DPACS - Electronic Commerce  
Mr. John Christensen  
Chief, Procurement Systems & EC/EDI Team  
HQ DLA, Fort Belvoir, VA

Track B: Prime Vendor  
Mr. Keith Ford  
Chief, Food Services  
DPSC, Philadelphia, PA

Wednesday (October 23, 1996) continued:

2:00 - 3:00 Concurrent Sessions:

Track A: Virtual Prime Vendor  
Mr. Tom Neufer  
Business Process Reengineering Team  
HQ DLA, Fort Belvoir, VA

Track B: Electronic Mall  
Mr. Philip Church  
Business Process Reengineering Team  
HQ DLA, Fort Belvoir, VA

3:00 - 3:30 Break

3:30 - 4:30 Concurrent Sessions:

Track A: Micro Purchase Authority  
Mr. John Christensen  
Chief, Procurement Systems & EC/EDI Team  
HQ DLA, Fort Belvoir, VA

Track B: Electronic Commerce Resource Centers  
Our Mission  
Ms. Linda S. Stoudemayer  
ECRC - Lamar University  
Orange, TX

Thursday (October 24, 1996)

7:30 - 8:00 Continental Breakfast

8:00 - 8:50 Concurrent Sessions:

Track A: Electronic Bulletin Boards  
Mr. John Christensen  
Chief, Procurement Systems & EC/EDI Team  
HQ DLA, Fort Belvoir, VA

Track B: Program Income, SF 269  
A. B. Bonner  
Small Business Specialist  
DCMD West, El Segundo, CA

9:00 - 9:50 Concurrent Sessions:

Track A: Electronic Funds Transfer  
Ms. Regina Shrigley  
EFT Customer Service Representative  
DFAS-CO-FQC  
Columbus, OH

Track B: Program Income, SF 269  
A. B. Bonner  
Small Business Specialist  
DCMD West, El Segundo, CA

10:00 - 10:30 Break

10:30 - 11:30 Concurrent Sessions:

Track A: Electronic Bulletin Boards  
Mr. John Christensen  
Chief, Procurement Systems & EC/EDI Team  
HQ DLA, Fort Belvoir, VA

Track B: In-kind Contributions  
Mr. A. B. Bonner  
Small Business Specialist  
DCMD West, El Segundo, CA

11:30 - 1:00 Lunch

1:00 - 1:50 Concurrent Sessions:

Track A: Electronic Funds Transfer  
Ms. Regina Shrigley  
EFT Customer Service Representative  
DFAS-CO-FQC  
Columbus, OH

Track B: In-kind Contributions  
Mr. A. B. Bonner  
Small Business Specialist  
DCMD West, El Segundo, CA

2:00 - 3:00 Concurrent Sessions:

Track A: DCMC

Track B: DCMC

3:00 - 3:30 BI-es:{

3:30 - 4:30 Concurrent Sessions:

**Track A: DCMC**

**Track B: DCMC**



Friday (October 25, 1996)

7:30 - 8:00	Continental Breakfast
8:00 - 10:00	Close Sessions
	Track A: Government Personnel
	Track B: Recipients (Normally presided by AGMAS)
10:00 - 10:30	Break
10:30 - 11:30	General Session - Summation
	* DLA
	* AGMAS
	* Mr. Baca

MISSISSIPPI CONTRACT PROCUREMENT CENTER, INC.  
PRE-REGISTRATION AND PREFERENCE FORM

FOR DLA SCAA POST-AWARD CONFERENCE

NAME: \_\_\_\_\_  
(Last) (First) (M. I.) (Nickname)

CENTER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
(Center name) (organization)  
\_\_\_\_\_  
(Street Address) (City) (Zip)  
\_\_\_\_\_  
(Voice telephone) (Fax telephone) (E mail address)

**THOUGHTS FOR TRAINING (what would you like to see)**

**ENTERTAINMENT (what would you like to do)**  
(Please number in order of preference 1,2,3,4,5)

GOLF: \_\_\_\_\_  
MOVIES: \_\_\_\_\_  
HOTEL SHOWS: \_\_\_\_\_  
CRUISES: \_\_\_\_\_  
FISHING: \_\_\_\_\_  
OTHER: \_\_\_\_\_

**SPECIAL NEEDS TO BE CONVEYED TO. HOTEL**

**TRANSPORTATION THOUGHTS (fly to; use cruiser liner)**

Data in this form will be used to update McPc directory, Training information will be used for topic agenda as needed. Other data will be used to plan transportation, entertainment, special needs of guests, as necessary. Please call if there is any other interest we should look at Telephones: Voice (601) 396-1288; fax (601) 396-2520